

MINUTES OF BOARD MEETING

December 19, 2013, in the Library Conference Room, Cathy Piche presiding

ATTENDANCE:

Trustees: Piche, Griffin, McRoberts, Small, Fish

Excused: Duprey, Widrick

Staff: Miller, Young, Lenney-Wallace

Guest: Marc Boyer

1. Call to order: Meeting was called to order at 4:03 PM.

2. Public Comments: None

3. Disposition of Minutes of Previous Meeting: *Small (Griffin) moved to accept the minutes of the November meeting as corrected. Unanimously approved.*

4. Statistical Report & Financial Report: Reports were presented.

E-Rate paperwork has finally gone through, and we will be reimbursed for the previous years' phone bills
Motion to pay November's bills: Fish (Small)

5. Director's Report: Report was presented.

a. Correspondence

- Thanks from DAR for mailing address

- Thanks again from VA in Syracuse for book donations

b. Revised policy manual segment

- A suggestion was made to integrate old policies with the new in future presentations so that changes are clearer.

- Set goal for April 2014 to have the manual completed. The board will review revisions monthly and only vote on the completed project.

6. Chairman's Report

Compliments to director and staff on newsletter and decorations

7. Committee Reports:

a. Buildings and Grounds: did not meet.

- currently arranging a meeting with architect (possibly at board meeting)

- still no response from State in regards to wage rate

b. Policy/Personnel: met several times

- discussed contracts and salaries, in order to keep them in line with the city. Will be ready to present recommendations on contract language soon

c. Finance: no report

- long range financial planning

- debate on the wisdom and likelihood for success of going back on the ballot to become a school district library. No decision was made.

- *Motion to take and invest \$25,000 from the auxiliary budget against the possibility of going on the school ballot. Fish (Griffin)*

d. Programming: did not meet

e. Nominating

- Duprey was nominated for President of the board, with McRoberts as Vice President. The proposed slate was approved unanimously, with no other nominations.

- *Motion for Wayne to recommend Michael O'Donnell as a new member of the board to the Mayor.*

Griffin (Small)

8. Old Business: None

9. New Business: None

10. *Motion to enter Executive Session to discuss the employment history of an individual was made at 5:29 Small (McRoberts)*

No actions were taken

11. Meeting adjourned at 6:05.

Respectfully submitted by

Stephanie Young, Adult Services Librarian